

FILE COPY

STATE OF WISCONSIN
BEFORE THE BOARD OF NURSING

IN THE MATTER OF THE DISCIPLINARY
PROCEEDINGS AGAINST

RANDALL N. PROCKNOW, R.N.,
RESPONDENT

FINAL DECISION AND ORDER
91 NUR 164

The parties to this action for the purposes of Wis. Stats. sec. 227.53 are:

Randall N. Procknow
732 West 4th Avenue
Oshkosh, WI 54901

Board of Nursing
P.O. Box 8935
Madison, WI 53708-8935

Department of Regulation and Licensing
Division of Enforcement
P.O. Box 8935
Madison, WI 53708-8935

The parties in this matter agree to the terms and conditions of the attached Stipulation as the final decision of this matter, subject to the approval of the Board. The Board has reviewed this Stipulation and considers it acceptable.

Accordingly, the Board in this matter adopts the attached Stipulation and makes the following:

FINDINGS OF FACT

1. Randall N. Procknow (D.O.B. 08/11/49) is duly licensed in the state of Wisconsin to practice as a registered nurse (license # 58624). This license was first granted on September 21, 1973.

2. Mr. Procknow's latest address on file with the Department of Regulation and Licensing is 732 West 4th Avenue, Oshkosh, WI 54901.

3. On March 8, 1991, the Board of Nursing took disciplinary action against Mr. Procknow's license to practice as a registered nurse. A true and correct copy of this order is attached to this Order as Exhibit A. Exhibit A is incorporated by reference into this Final Decision and Order.

4. On November 8, 1991, the Board of Nursing denied Mr. Procknow's petition for an additional stay of suspension of his license under the terms of the March 8, 1991 order. The Board based its denial upon "violations of conditions for continued licensure, including working with access to

controlled substances; failure to obtain witnessed screens; and failure to obtain screens on the required frequency.

CONCLUSIONS OF LAW

1. The Wisconsin Board of Nursing has jurisdiction over this matter, pursuant to §441.07 Wis. Stats.

2. The Wisconsin Board of Nursing is authorized to enter into the attached stipulation, pursuant to §227.44(5), Wis. Stats.

3. By the conduct described above, Randall N. Procknow is subject to disciplinary action against his license to practice as a registered nurse in the state of Wisconsin, pursuant to Wis. Stats. §441.07(1)(b), (c) and (d), and Wis. Adm. Code §§N7.03(2) and N7.04(1), (14) and (15).

NOW, THEREFORE, IT IS HEREBY ORDERED that the license of Randall N. Procknow shall be SUSPENDED for a period of not less than TWO (2) years.

(a) IT IS FURTHER ORDERED that the SUSPENSION shall be STAYED for a period of three (3) months, conditioned upon compliance with the conditions and limitations outlined in paragraph (b), below. A stay shall issue upon receipt by the Board of the name of an acceptable monitoring facility for Mr. Procknow.

i. Randall N. Procknow may apply for consecutive three (3) month extensions of the stay of suspension, which shall be granted upon acceptable demonstration of compliance with the conditions and limitations imposed upon Mr. Procknow's practice during the prior three (3) month period.

ii. If the Board denies the petition by Mr. Procknow for an extension, the Board shall afford an opportunity for hearing in accordance with the procedures set forth in Wis. Adm. Code Ch. RL 1 upon timely receipt of a request for hearing.

iii. Upon a showing by Respondent of successful compliance for a period of two (2) years with the terms of paragraph (b), below, the Board shall grant a petition by Mr. Procknow for return of full licensure.

(b) CONDITIONS OF STAY

i. Mr. Procknow shall continue successful participation in his current program of therapy. As a part of treatment, Mr. Procknow must attend therapy on a schedule as recommended by his therapist; attendance, however, shall be required at least one (1) time per month. In addition, Mr. Procknow must attend Alcoholics or Narcotics Anonymous at least one (1) time per week.

ii. Upon request of the Board, Mr. Procknow shall provide the Board with current releases complying with state and federal laws, authorizing release of counseling, treatment and monitoring records, and employment records.

iii. Mr. Procknow shall remain free of alcohol, prescription drugs and controlled substances not prescribed for valid medical purposes during the period of limitation.

iv. Mr. Procknow must participate in a program of random **witnessed** monitoring for controlled substances and alcohol in his blood and/or urine on a frequency of not less than four (4) times per month. If the physician or therapist supervising his plan of care or his employer deems that additional blood or urine screens are warranted, Mr. Procknow shall submit to such additional screens. **Receipt of prescribed controlled substances for a valid medical purpose does not constitute a legitimate basis for suspension of monitoring screens.**

Mr. Procknow shall be responsible for obtaining a monitoring facility and reporting system acceptable to the Board, as well as for all costs incurred in conjunction with the monitoring and reporting required.

To be an acceptable program, the monitoring facility shall agree to provide random and witnessed gatherings of specimens for evaluation. The facility must agree to maintain a custody record of all specimens, and to confirm positive test results with gas chromatography or mass spectrometry. It shall further agree to file an immediate report directly with the Board of Nursing upon such failures to participate as: if Mr. Procknow fails to appear upon request; or if a drug or alcohol screen proves positive; or if Mr. Procknow refuses to give a specimen for analysis upon a request authorized under the terms of this Order.

v. Mr. Procknow shall arrange for quarterly reports to the Board of Nursing from his employer evaluating his work performance; from the monitoring facility providing the dates and results of the screenings performed; and from his counselor evaluating Mr. Procknow's attendance and progress in therapy.

vi. Mr. Procknow shall refrain from access to or the administration of controlled substances in his work setting until such time as access or administration is approved by the Board.

vii. Mr. Procknow shall report to the Board any change in employment status, change of residence address or phone number, within five (5) days of any such change. **In conjunction with any report of change in employment status, Mr. Procknow shall include a description from his new employer of his access and job responsibilities concerning controlled substances.**

(c) Mr. Procknow may petition the Board in conjunction with any application for an additional stay to revise or eliminate any of the above conditions.

(d) Violation of any of the terms of this Order may result in a summary suspension of Mr. Procknow's license; the denial of an extension of the stay

of suspension; the imposition of additional conditions and limitations; or the imposition of other additional discipline.

(e) This Order shall become effective upon the date of its signing.

BOARD OF NURSING

By: Jacqueline Johnson RN 1/8/92
A Member of the Board Date

STATE OF WISCONSIN
BEFORE THE BOARD OF NURSING

IN THE MATTER OF
DISCIPLINARY PROCEEDINGS AGAINST

RANDALL N. PROCKNOW, R.N.,
RESPONDENT

:
:
:
:
:
:

STIPULATION
91 NUR 164

It is hereby stipulated between Randall N. Procknow, personally on his own behalf and , Attorney for the Department of Regulation and Licensing, Division of Enforcement, as follows that:

1. This Stipulation is entered in resolution of the pending proceedings concerning Mr. Procknow's license. The stipulation and order shall be presented directly to the Board of Nursing for its consideration for adoption.
2. Mr. Procknow understands that by the signing of this Stipulation he voluntarily and knowingly waives his rights, including: the right to a hearing on the allegations against him, at which time the state has the burden of proving those allegations by a preponderance of the evidence; the right to confront and cross-examine the witnesses against him; the right to call witnesses on his behalf and to compel their attendance by subpoena; the right to testify himself; the right to file objections to any proposed decision and to present briefs or oral arguments to the officials who are to render the final decision; the right to petition for rehearing; and all other applicable rights afforded to him under the United States Constitution, the Wisconsin Constitution, the Wisconsin Statutes, and the Wisconsin Administrative Code.
3. Mr. Procknow is aware of his right to seek legal representation and has been provided the opportunity to seek legal advice prior to execution of this stipulation.
4. Mr. Procknow agrees to the adoption of the attached Final Decision and Order by the Board of Nursing.
5. If the terms of this Stipulation are not acceptable to the Board, the parties shall not be bound by the contents of this Stipulation, and the matter shall be returned to the Division of Enforcement for further proceedings. In the event that this Stipulation is not accepted by the Board, the parties agree not to contend that the Board has been prejudiced or biased in any manner by the consideration of this attempted resolution.
6. If the Board accepts the terms of this Stipulation, the parties to the Stipulation consent to the entry of the attached Final Decision and Order without further notice, pleading, appearance or consent of the parties. Respondent waives all rights to any appeal of the Board's order, if adopted in the form as attached.

7. Attached to this Stipulation is a current report from Mr. Procknow's therapist for review by the Board in conjunction with their consideration of the attached Final Decision and Order.

8. The parties to this stipulation agree that the attorney for the Division of Enforcement may appear before the Board of Nursing for the purposes of speaking in support of this agreement and answering questions that the members of the Board may have in connection with their deliberations on the stipulation.


10. The Division of Enforcement joins Mr. Procknow in recommending the Board of Nursing adopt this Stipulation and issue the attached Final Decision and Order.



Randall N. Procknow

12-14-91

Date



Steven M. Gloe, Attorney
Division of Enforcement

12.30.91

Date

STATE OF WISCONSIN
BEFORE THE BOARD OF NURSING

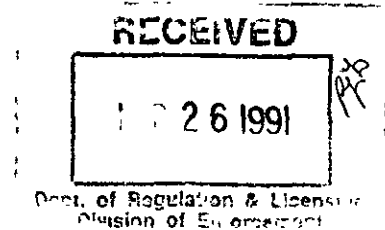
IN THE MATTER OF THE DISCIPLINARY	:	
PROCEEDINGS AGAINST	:	
	:	FINAL DECISION AND ORDER
RANDALL N. PROCKNOW, R.N.,	:	
RESPONDENT	:	

The parties to this action for the purposes of Wis. Stats. sec. 227.53 are:

Randall N. Procknow
732 West 4th Avenue
Oshkosh, WI 54901

Board of Nursing
P.O. Box 8935
Oshkosh, WI 53708-8935

Department of Regulation and Licensing
Division of Enforcement
P.O. Box 8935
Oshkosh, WI 53708-8935



The parties in this matter agree to the terms and conditions of the attached Stipulation as the final decision of this matter, subject to the approval of the Board. The Board has reviewed this Stipulation and considers it acceptable.

Accordingly, the Board in this matter adopts the attached Stipulation and makes the following:

FINDINGS OF FACT

1. Randall N. Procknow (D.O.B. 08/11/49) is duly licensed in the state of Wisconsin as a registered nurse (license # 58624). This license was first granted on September 21, 1973.
2. Mr. Procknow's latest address on file with the Department of Regulation and Licensing is 732 West 4th Avenue, Oshkosh, WI 54901.
3. On an exact dates unknown, but at least between September, 1986 and February, 1987, Mr. Procknow diverted for his own use quantities of narcotics [including Demerol (meperidine hydrochloride) and morphine sulfate] from his employer, University of Wisconsin Hospital and Clinics, 600 Highland Avenue, Madison, Wisconsin.
4. On exact dates unknown, but between June, 1987 and November 14, 1987, Mr. Procknow diverted for his own use quantities of narcotics (including Demerol and morphine sulphate) from his employer, Theda Clark Hospital, 130

EXHIBIT A

2nd Street, Neenah, Wisconsin.

5. On or about April 17, 1988, Mr. Procknow diverted for his own use a quantity of morphine sulphate from his employer, St. Elizabeth Hospital, 1506 South Oneida Street, Appleton, Wisconsin.

5. On or about July 31, 1988, Mr. Procknow diverted for his own use a quantity of Versed (midazolam hydrochloride) from his employer, St. Mary's Hospital, 2323 North Lake Drive, Milwaukee, Wisconsin.

CONCLUSIONS OF LAW

By the conduct described above, Randall N. Procknow is subject to disciplinary action against his license to practice as a registered nurse in the state of Wisconsin, pursuant to Wis. Stats. sec. 441.07(1)(c) and (d), and Wis. Adm. Code secs. N7.03(2) and 7.04(1), (2) and (15).

NOW, THEREFORE, IT IS HEREBY ORDERED that the license of Randall N. Procknow shall be SUSPENDED for a period of not less than TWO (2) years.

(a) IT IS FURTHER ORDERED that the SUSPENSION shall be STAYED for a period of three (3) months, conditioned upon compliance with the conditions and limitations outlined in paragraph (b), below.

i. Randall N. Procknow may apply for consecutive three (3) month extensions of the stay of suspension, which shall be granted upon acceptable demonstration of compliance with the conditions and limitations imposed upon Mr. Procknow's practice during the prior three (3) month period.

ii. If the Board denies the petition by Mr. Procknow for an extension, the Board shall afford an opportunity for hearing in accordance with the procedures set forth in Wis. Adm. Code Ch. RL 1 upon timely receipt of a request for hearing.

iii. Upon a showing by Respondent of successful compliance for a period of two (2) years with the terms of paragraph (b), below, the Board shall grant a petition by Mr. Procknow for return of full licensure.

(b) CONDITIONS OF STAY

i. Mr. Procknow must continue successful participation in a program for the treatment of chemical dependency at a health care facility acceptable to the Board. As a part of treatment, Mr. Procknow must attend therapy on a schedule as recommended by his therapist; attendance, however, shall be required at least four (4) times per month. In addition, Mr. Procknow must attend Alcoholics or Narcotics Anonymous at least one (1) time per week.

ii. Upon request of the Board, Mr. Procknow shall provide the Board with current releases complying with state and federal laws, authorizing release of

counseling, treatment and monitoring records, and employment records.

iii. Mr. Procknow shall remain free of alcohol, prescription drugs and controlled substances not prescribed for valid medical purposes during the period of limitation.

iv. Mr. Procknow must participate in a program of random witnessed monitoring for controlled substances and alcohol in his blood and/or urine on a frequency of not less than four (4) times per month. If the physician or therapist supervising his plan of care or his employer deems that additional blood or urine screens are warranted, Mr. Procknow shall submit to such additional screens.

Mr. Procknow shall be responsible for obtaining a monitoring facility and reporting system acceptable to the Board, as well as for all costs incurred in conjunction with the monitoring and reporting required.

To be an acceptable program, the monitoring facility shall agree to provide random and witnessed gatherings of specimens for evaluation. The facility must agree to maintain a custody record of all specimens, and to confirm positive test results with gas chromatography or mass spectrometry. It shall further agree to file an immediate report directly with the Board of Nursing upon such failures to participate as: if Mr. Procknow fails to appear upon request; or if a drug or alcohol screen proves positive; or if Mr. Procknow refuses to give a specimen for analysis upon a request authorized under the terms of this Order.

v. Mr. Procknow shall refrain from access to or the administration of controlled substances in his work setting until such time as access or administration is approved by the Board.

vi. Mr. Procknow shall arrange for quarterly reports to the Board of Nursing from his employer evaluating his work performance; from the monitoring facility providing the dates and results of the screenings performed; and from his counselor evaluating Mr. Procknow's attendance and progress in therapy as well as evaluating his level of participation at NA/AA meetings.

vi. Mr. Procknow shall report to the Board any change in employment status, change of residence address or phone number, within five (5) days of any such change.

(c) Mr. Procknow may petition the Board in conjunction with any application for an additional stay to revise or eliminate any of the above conditions.

(d) Violation of any of the terms of this Order may result in a summary suspension of Mr. Procknow's license; the denial of an extension of the stay of suspension; the imposition of additional conditions and limitations; or the imposition of other additional discipline.

(e) This Order shall become effective upon the date of its signing.

BOARD OF NURSING

By:

Jacqueline Johnson
A Member of the Board

Date

3/8/91

Bonny Crockett, RN.

3/6/91

STATE OF WISCONSIN
BEFORE THE BOARD OF NURSING

IN THE MATTER OF	:	
DISCIPLINARY PROCEEDINGS AGAINST	:	STIPULATION
RANDALL N. PROCKNOW, R.N.,	:	
RESPONDENT	:	

It is hereby stipulated between Randall N. Procknow, personally on his own behalf and Steven M. Gloe, Attorney for the Department of Regulation and Licensing, Division of Enforcement, as follows that:

1. This Stipulation is entered into as a result of a pending investigation of Mr. Procknow's licensure by the Division of Enforcement (87 NUR 117). Mr. Procknow consents to the resolution of this investigation by stipulation and without the issuance of a formal complaint.

2. Mr. Procknow understands that by the signing of this Stipulation he voluntarily and knowingly waives his rights, including: the right to a hearing on the allegations against him, at which time the state has the burden of proving those allegations by clear, satisfactory and convincing evidence; the right to confront and cross-examine the witnesses against him; the right to call witnesses on his behalf and to compel their attendance by subpoena; the right to testify himself; the right to file objections to any proposed decision and to present briefs or oral arguments to the officials who are to render the final decision; the right to petition for rehearing; and all other applicable rights afforded to him under the United States Constitution, the Wisconsin Constitution, the Wisconsin Statutes, and the Wisconsin Administrative Code.

3. Mr. Procknow agrees to the adoption of the attached Final Decision and Order by the Board of Nursing.

4. If the Board accepts the terms of this Stipulation, the parties to the Stipulation consent to the entry of the attached Final Decision and Order without further notice, pleading, appearance or consent of the parties. If the terms of this Stipulation are not acceptable to the Board, the parties shall not be bound by the contents of this Stipulation, and the matter shall be returned to the Division of Enforcement for further proceedings.

5. Attached to this Stipulation is the current licensure card of Randall N. Procknow. If the Board accepts the Stipulation, Mr. Procknow's license shall be reissued in accordance with the terms of the attached Final Decision and Order. If the Board does not accept this Stipulation, the license of Mr. Procknow shall be returned to him with a notice of the Board's decision not to accept the Stipulation.

6. The parties to this stipulation agree that the attorney for the Division of Enforcement may appear before the Board of Nursing for the purposes of speaking in support of this agreement and answering questions that


the members of the Board may have in connection with their deliberations on the stipulation.

7. Also attached to this Stipulation are copies of Mr. Procknow's health care records for review by the Board in conjunction with their consideration of the attached Final Decision and Order.

9. The Division of Enforcement joins Mr. Procknow in recommending the Board of Nursing adopt this Stipulation and issue the attached Final Decision and Order.


Randall N. Procknow, R.N.

3/6/91
Date


Steven M. Gloe, Attorney
Division of Enforcement

3.7.91
Date

NOTICE OF APPEAL INFORMATION

**(Notice of Rights for Rehearing or Judicial Review,
the times allowed for each, and the identification
of the party to be named as respondent)**

The following notice is served on you as part of the final decision:

1. Rehearing.

Any person aggrieved by this order may petition for a rehearing within 20 days of the service of this decision, as provided in section 227.49 of the Wisconsin Statutes, a copy of which is attached. The 20 day period commences the day after personal service or mailing of this decision. (The date of mailing of this decision is shown below.) The petition for rehearing should be filed with the State of Wisconsin Board of Nursing.

A petition for rehearing is not a prerequisite for appeal directly to circuit court through a petition for judicial review.

2. Judicial Review.

Any person aggrieved by this decision has a right to petition for judicial review of this decision as provided in section 227.53 of the Wisconsin Statutes, a copy of which is attached. The petition should be filed in circuit court and served upon the State of Wisconsin Board of Nursing

within 30 days of service of this decision if there has been no petition for rehearing, or within 30 days of service of the order finally disposing of the petition for rehearing, or within 30 days after the final disposition by operation of law of any petition for rehearing.

The 30 day period commences the day after personal service or mailing of the decision or order, or the day after the final disposition by operation of the law of any petition for rehearing. (The date of mailing of this decision is shown below.) A petition for judicial review should be served upon, and name as the respondent, the following: the State of Wisconsin Board of Nursing.

The date of mailing of this decision is January 9, 1992.

227.49 Petitions for rehearing in contested cases. (1) A petition for rehearing shall not be a prerequisite for appeal or review. Any person aggrieved by a final order may, within 20 days after service of the order, file a written petition for rehearing which shall specify in detail the grounds for the relief sought and supporting authorities. An agency may order a rehearing on its own motion within 20 days after service of a final order. This subsection does not apply to s. 17.025 (3) (e). No agency is required to conduct more than one rehearing based on a petition for rehearing filed under this subsection in any contested case.

(2) The filing of a petition for rehearing shall not suspend or delay the effective date of the order, and the order shall take effect on the date fixed by the agency and shall continue in effect unless the petition is granted or until the order is superseded, modified, or set aside as provided by law.

(3) Rehearing will be granted only on the basis of:

(a) Some material error of law.

(b) Some material error of fact.

(c) The discovery of new evidence sufficiently strong to reverse or modify the order, and which could not have been previously discovered by due diligence.

(4) Copies of petitions for rehearing shall be served on all parties of record. Parties may file replies to the petition.

(5) The agency may order a rehearing or enter an order with reference to the petition without a hearing, and shall dispose of the petition within 30 days after it is filed. If the agency does not enter an order disposing of the petition within the 30-day period, the petition shall be deemed to have been denied as of the expiration of the 30-day period.

(6) Upon granting a rehearing, the agency shall set the matter for further proceedings as soon as practicable. Proceedings upon rehearing shall conform as nearly may be to the proceedings in an original hearing except as the agency may otherwise direct. If in the agency's judgment, after such rehearing it appears that the original decision, order or determination is in any respect unlawful or unreasonable, the agency may reverse, change, modify or suspend the same accordingly. Any decision, order or determination made after such rehearing reversing, changing, modifying or suspending the original determination shall have the same force and effect as an original decision, order or determination.

227.52 Judicial review; decisions reviewable. Administrative decisions which adversely affect the substantial interests of any person, whether by action or inaction, whether affirmative or negative in form, are subject to review as provided in this chapter, except for the decisions of the department of revenue other than decisions relating to alcohol beverage permits issued under ch. 125, decisions of the department of employee trust funds, the commissioner of banking, the commissioner of credit unions, the commissioner of savings and loan, the board of state canvassers and those decisions of the department of industry, labor and human relations which are subject to review, prior to any judicial review, by the labor and industry review commission, and except as otherwise provided by law.

227.53 Parties and proceedings for review. (1) Except as otherwise specifically provided by law, any person aggrieved by a decision specified in s. 227.52 shall be entitled to judicial review thereof as provided in this chapter.

(a) 1. Proceedings for review shall be instituted by serving a petition therefor personally or by certified mail upon the agency or one of its officials, and filing the petition in the office of the clerk of the circuit court for the county where the judicial review proceedings are to be held. If the agency whose decision is sought to be reviewed is the tax appeals commission, the banking review board or the consumer credit review board, the credit union review board or the savings and loan review board, the petition shall be served upon both the agency whose decision is sought to be reviewed and the corresponding named respondent, as specified under par. (b) 1 to 4.

2. Unless a rehearing is requested under s. 227.49, petitions for review under this paragraph shall be served and filed within 30 days after the service of the decision of the agency upon all parties under s. 227.48. If a rehearing is requested under s. 227.49, any party desiring judicial review shall serve and file a petition for review within 30 days after service of the order finally disposing of the application for rehearing, or within 30 days after the final disposition by operation of law of any such application for rehearing. The 30-day period for serving and filing a petition under this paragraph commences on the day after personal service or mailing of the decision by the agency.

3. If the petitioner is a resident, the proceedings shall be held in the circuit court for the county where the petitioner resides, except that if the petitioner is an agency, the proceedings shall be in the circuit court for the county where the respondent resides and except as provided in ss. 77.59 (6) (b), 182.70 (6) and 182.71 (5) (g). The proceedings shall be in the circuit court for Dane county if the petitioner is a nonresident. If all parties stipulate and the court to which the parties desire to transfer the proceedings agrees, the proceedings may be held in the county designated by the parties. If 2 or more petitions for review of the same decision are filed in different counties, the circuit judge for the county in which a petition for review of the decision was first filed shall determine the venue for judicial review of the decision, and shall order transfer or consolidation where appropriate.

(b) The petition shall state the nature of the petitioner's interest, the facts showing that petitioner is a person aggrieved by the decision, and the grounds specified in s. 227.57 upon which petitioner contends that the decision should be reversed or modified. The petition may be amended, by leave of court, though the time for serving the same has expired. The petition shall be entitled in the name of the person serving it as petitioner and the name of the agency whose decision is sought to be reviewed as respondent, except that in petitions

for review of decisions of the following agencies, the latter agency specified shall be the named respondent:

1. The tax appeals commission, the department of revenue

2. The banking review board or the consumer credit review board, the commissioner of banking.

3. The credit union review board, the commissioner of credit unions.

4. The savings and loan review board, the commissioner of savings and loan, except if the petitioner is the commissioner of savings and loan, the prevailing parties before the savings and loan review board shall be the named respondents.

(c) A copy of the petition shall be served personally or by certified mail or, when service is timely admitted in writing, by first class mail, not later than 30 days after the institution of the proceeding, upon each party who appeared before the agency in the proceeding in which the decision sought to be reviewed was made or upon the party's attorney of record. A court may not dismiss the proceeding for review solely because of a failure to serve a copy of the petition upon a party or the party's attorney of record unless the petitioner fails to serve a person listed as a party for purposes of review in the agency's decision under s. 227.47 or the person's attorney of record.

(d) The agency (except in the case of the tax appeals commission and the banking review board, the consumer credit review board, the credit union review board, and the savings and loan review board) and all parties to the proceeding before it, shall have the right to participate in the proceedings for review. The court may permit other interested persons to intervene. Any person petitioning the court to intervene shall serve a copy of the petition on each party who appeared before the agency and any additional parties to the judicial review at least 5 days prior to the date set for hearing on the petition.

(2) Every person served with the petition for review provided in this section and who desires to participate in the proceedings for review thereby instituted shall serve, upon the petitioner, within 20 days after service of the petition upon such person, a notice of appearance clearly stating the person's position with reference to each material allegation in the petition and to the affirmance, vacation or modification of the order or decision under review. Such notice, other than by the named respondent, shall also be served on the named respondent and the attorney general, and shall be filed, together with proof of required service thereof, with the clerk of the reviewing court within 10 days after such service. Service of all subsequent papers or notices in such proceeding need be made only upon the petitioner and such other persons as have served and filed the notice as provided in this subsection or have been permitted to intervene in said proceeding, as parties thereto, by order of the reviewing court.